California Integrated Waste Management Board

Jurisdiction Electronic Annual Report

EAR Help Document

Local Assistance and Market Development (LAMD)

Version 1

Help for the External Annual Report Module of LoGIC

Help for the External Annual Report Module of LoGIC

Introduction

Welcome to the Electronic Annual Report (EAR) module of the Local Government Information Center (LoGIC).   The LoGIC is a central point of access for both Jurisdiction and County based information. LoGIC will be enhanced as new modules are made available. The EAR now provides a new look and feel and some new features while maintaining the same user friendliness of the prior EAR. The EAR is the fastest, easiest way to file your California Integrated Waste Management Board (CIWMB) Annual Report and is designed with security, ease of use, and flexibility in mind.

To start filing or continue filing a report click on the year listed as the latest EAR cycle available. The status of the report is listed next to the year and lets you know if the report is due or has been submitted. You can also view a summary of a prior electronic annual report by clicking on a year under EAR summary reports.

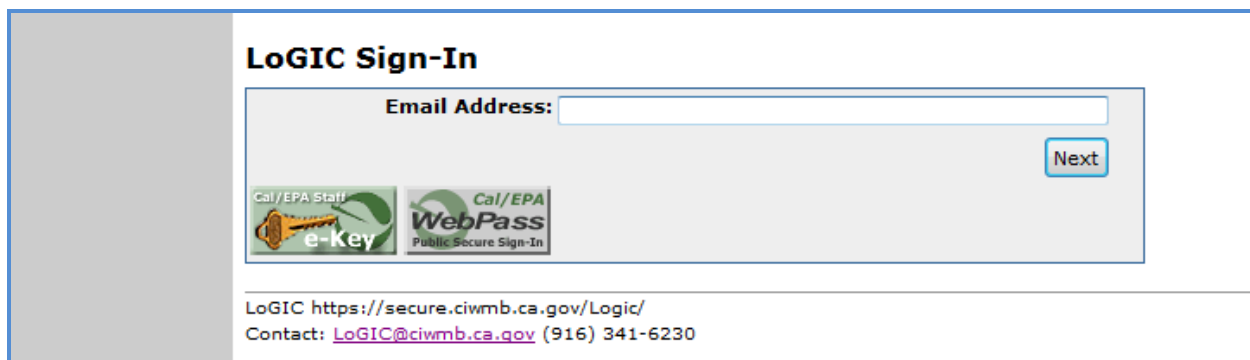Help for the External Annual Report Module of LoGIC

Logging In

Security and passwords

Authorized Annual Report filers have been invited to obtain a Cal/EPA WebPass and automatically granted access to the Annual Report for your jurisdiction. You may have also requested access to the Electronic Annual Report (EAR) for your jurisdiction and were given instructions on obtaining a Cal/EPA WebPass. A Cal/EPA WebPass allows you to use your email address and a single password to sign into many secure Cal/EPA web sites and services.

The CIWMB strongly advises LoGIC users to protect their passwords. As, much of the information and data collected in LoGIC is the basis for determining compliance with the requirements of The California Integrated Waste Management Act (AB 939, Sher, Chapter 1095, Statutes of 1989 as amended [IWMA]), we highly recommend you do not share your login or password with others. If there are multiple individuals in your jurisdiction with the responsibility of working with or completing the Annual Report data, the CIWMB requires a unique password and login for each approved user. If the user's password is compromised or forgotten, please visit http://secureepadev.epanet.ca.gov/WebPass/Default.aspx to manage your account.

Once you have your WebPass you may log into LoGIC at https://secure.ciwmb.ca.gov/logic/.

1. Enter your email address
2. Select "Next"
3. Enter your password
4. Select "Sign In"

Single Jurisdiction Log In

If you have access to a single jurisdiction, you will be taken straight to the LoGIC "Welcome" screen.

Help for the External Annual Report Module of LoGIC

Multiple Jurisdiction Log In

After you have logged in, if you have been given security rights to multiple jurisdictions, you will be given a list of authorized reporting entities (jurisdiction) for which you have access.. This is the "Jurisdiction Affiliations" screen. Select one jurisdiction/reporting entity to begin working in LoGIC.

Note: You can only work in LoGIC as one jurisdiction/reporting entity.

Change Affiliation

If you have authority or permissions to view/edit multiple Jurisdictions/Reporting Entities, you may switch Jurisdiction/Reporting Entities by selecting the "Affiliations" link at the top of the page. This link will take you back to the Jurisdiction Affiliation screen.

This type of navigation is used throughout the LoGIC application and always located at the top of the page.

Help for the External Annual Report Module of LoGIC

Welcome

The "LoGIC Welcome" page provides a summary of information contained in the LoGIC system about the selected jurisdiction/reporting entity. For jurisdictions the welcome page includes the EAR Cycle and EAR Summary Reports (by reporting year) along with a panel that contains the latest eDRS quarterly reports and their statuses.

NOTE: eDRS quarterly data is posted as soon as it is uploaded by the county or CIWMB staff. This data is working data and you are free to view what has been reported for your jurisdiction. If you have questions regarding the information you may contact the applicable county(ies) directly.

The Electronic Disposal Reporting System (eDRS) allows Jurisdictions to view the most up to date disposal information provided to the CWIMB. You may view the current disposal data as reported by the counties as it is entered into the system. Therefore, the most current data, may change as a result of the review and verification process. If verified, the data is noted as such. Otherwise, the status is indicated (received, due). You can also sort this data by the column headers (county, year/quarter, status, etc.)

Help for the External Annual Report Module of LoGIC

Additionally, your Local Assistance and Market Development (LAMD) representative is available to discuss disposal accuracies concerns, issues, etc.

To work on your Annual Report the reporting cycle must be released to the jurisdictions as indicated with the "Due" status. A status of "Submitted" or "Under Review" means the report has been submitted or is currently under review by board staff.

You may return to this page at any time by selecting the "LoGIC External Home" link from the top of the page. You may also select the "External LoGIC" link from the left side of the page.

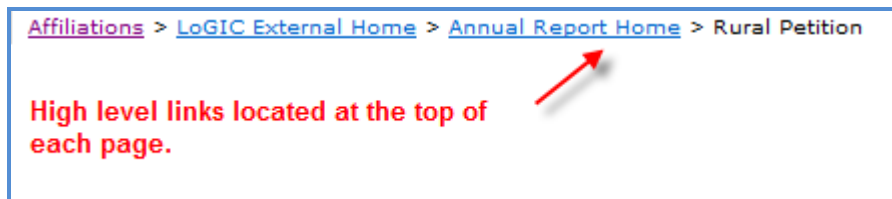Help for the External Annual Report Module of LoGIC
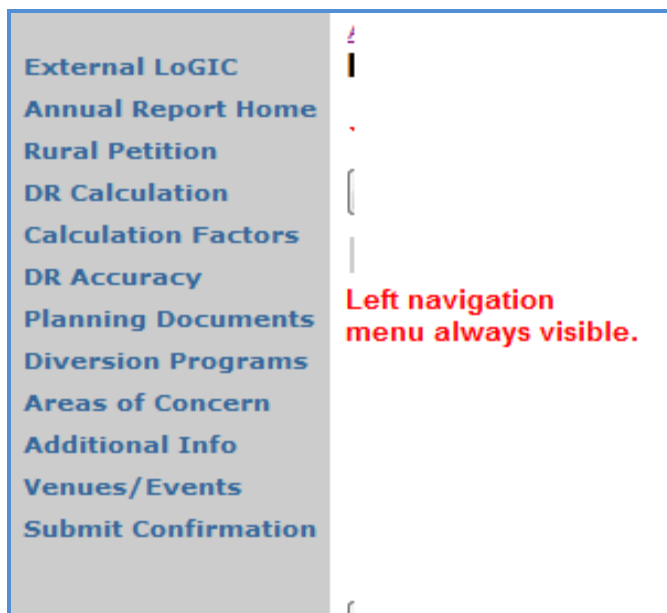
General Navigation and Page Designs

Page Navigation

There are several options for navigating the various sections of the EAR.

1. The links at the top of each page will help you navigate back to parts of LoGIC.

2. The navigation to the left of the page allows you to quickly jump to another section that is out of the logical sequence.


3. Located on the Annual Report Home Page and the Submit Confirmation page is a list of each EAR section and the current status.

Help for the External Annual Report Module of LoGIC

4. Within each section you can move to the next sequential section using the links at the top of the page.   A red check indicates the section is incomplete and additional information needs to be entered. All sections must be completed and have a green check next to them before the Annual Report can be submitted.
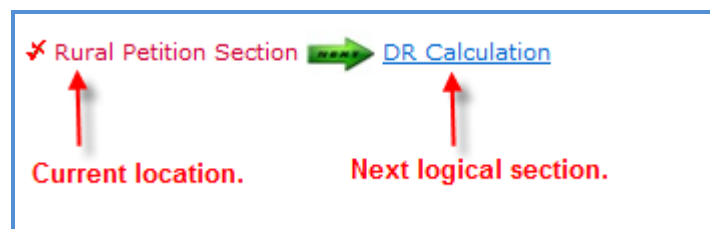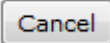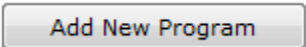

Page Designs

In an effort to make the application easy to use and user friendly, it was designed using standard system architecture similar to applications you would see at any company. Most pages will have a basic combination of "Edit" and "Back." Sections with more complex or subsets of information may have buttons to add data. Sections with multiple records such as Large Venues and Events and Diversion programs may contain record level links which will allow you to drill down to all the data about a specific program or event and also includes tabs (top, right-hand side of screen).
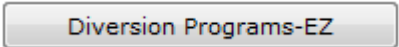
Buttons

Edit You must select the "Edit" button to update or change your information. When you enter a section or screen the default mode is view in which data can't be changed or updated. This helps to protect information and allows the user to safely view and browse data already entered.

Back   Returns you to the Annual Report home page or a section home page such as Large Venues andEvents or Diversion Programs.

Save Use the "Save" button to complete a page and save all of your information. If you navigate off a page without first saving, your information may be lost.

Help for the External Annual Report Module of LoGIC

Use the "Cancel" or "Reset" button to stop the edit mode and revert your page back to the last saved data. For example, if you have added information and are updating it, the screen will revert to the last saved information. If you are adding new informaiton the screen will revert back to blank or unanswered questions.

This is a sample of a button that will allow you to add a new record such as a diversion program or large venue and event. These buttons are specific to the selected program section.

This is a sample of a button that will take you to another screen for updating or entering information.

Links

Throughout the application you will see links. The links may lead you to regulations, help or other supporting documentation. Other times a link will allow you to navigate between records or allow you to drill down into more details about a specific program or large venue or event.

Links to more informatio about a specific program.

Tabs

Currently only the Large Venues and Events section has multiple pages of information per record (i.e., venue or event). These parts are navigated using page tabs.

Venues/Events has multiple pages of informaiton per record and are access through tabs.
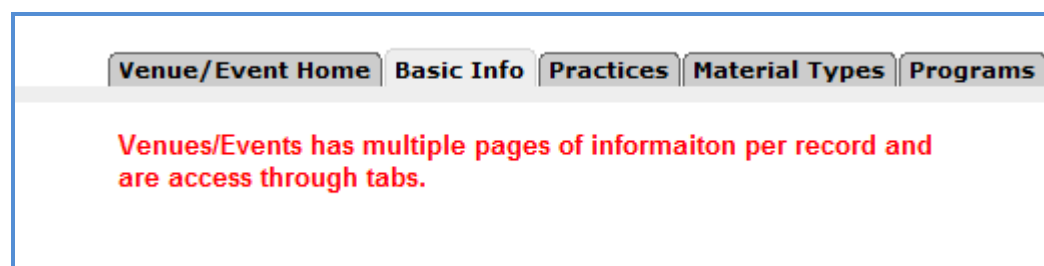
Annual Report Home Page

The Annual Report Home Page is a high level overview of the current Annual Report. The Annual Report Home Page serves as a checklist for filling out each section of the EAR. As you complete each section, the 'red' crossed checkmark to the left of the section title will change to a 'green' checkmark, indicating the section is complete. Once all sections have been completed, the 'Submit' button will become active at the bottom of the Submit Confirmation page.

The Newly Incorporated Cities section will only be available for Regional Agencies or Unincorporated Counties.

Help for the External Annual Report Module of LoGIC

Rural Petition for Reduction in Requirements

A jurisdiction may petition for a reduced diversion requirement if it can be defined as a "rural city," a "rural county," or a "rural regional agency," and if it meets certain specific criteria.

It is the CIWMB's policy to consider and act on petitions for reduction in the 50 percent diversion requirement based upon a collective evaluation of a standard set of criteria. These criteria determine, as nearly as possible, whether a jurisdiction can meet the diversion requirement and whether it has made a Good Faith Effort to do so.

Based on this evaluation, the CIWMB will approve, modify, or disapprove a request for reduction. The CIWMB may set an appropriate, alternative medium-term diversion requirement. Biennially, the CIWMB shall review the conditions upon which the reduction was granted to determine whether to revise the terms of or revoke the reduction.

Edit Instructions

1. Select "Edit" to answer the question.

2. If you answer "Yes" you must provide more information in order to complete this section.

3. If you answer "No" more information is optional.

4. Select the "Save" button. Once you have completed the question, the check next to "Rural Petition Section" will turn green to indicate that you have completed the section.

Help for the External Annual Report Module of LoGIC

Newly Incorporated Cities

This section is used only by Regional Agencies or Unincorporated Counties to report new cities that have formed within their regions. The county should include the details of the incorporation(s) of new cities in this section.

Edit Instructions

Each Regional Agency or Unincorporated County must answer the first question to complete this section.

1. Select "Edit"

2. If you answer "No" then you may save the record and move onto the next section.

3. If you answer "Yes," select "Save" and complete the following instructions:

Help for the External Annual Report Module of LoGIC

Adding A City

1. After selecting "Yes" and "Save," additional fields will appear to collect the new city information.

2. Complete the required fields as indicated with "*".

3. Select "Save" in the lower portion of the screen. The new city will then be listed.

Once the new city information has been added, you may add another newly incorporated city by simply selecting the "Edit" button and repeating the steps above.

Help for the External Annual Report Module of LoGIC

Delete A City that Has Been Added

1. Select the "Edit" button.
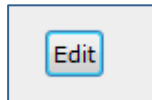
2. Select the "X" next to the name of the city that you wish to delete.

Delete	City Name	Incorporation Date	Population
X	San Juan X	January 12, 2008	125,487

Select to delete the record.

3. Select "OK" to confirm the deletion or "Cancel" to quit the action.

Windows Internet Explorer

Are you sure you want to delete this record?

OK   Cancel
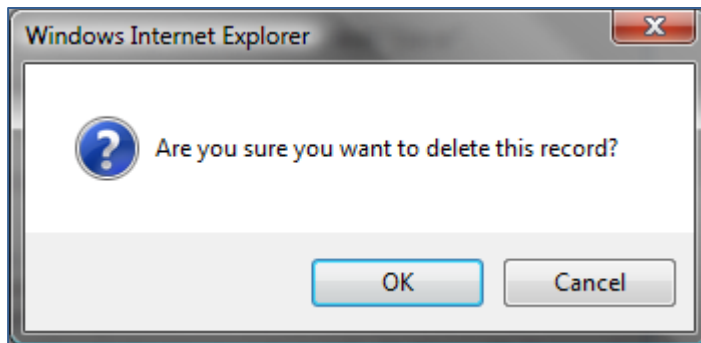
Disposal Rate Calculation

The new per capita disposal and goal measurement system moves the emphasis from an estimated diversion measurement number to using an actual disposal measurement number as a factor, along with evaluating program implementation efforts.

These two factors will help determine each jurisdiction's progress toward achieving its Integrated Waste Management Act (AB 939) diversion goals. The 50 percent diversion requirement will now be measured in terms of per-capita disposal expressed as pounds per person per day. The focus will be on program implementation, actual recycling, and other diversion programs instead of estimated numbers.

The purpose of the new per capita disposal measurement system (Chapter 343, Statutes of 2008 [Wiggins, SB 1016]) is to make the process of goal measurement as established by the Integrated Waste Management Act of 1989 (AB 939) simpler, more timely, and more accurate. SB 1016 builds on AB 939 compliance requirements by implementing a simplified measure of jurisdictions' performance. SB 1016 accomplishes this by changing to a disposal-based indicator--the per capita disposal rate--which uses only two factors: a jurisdiction's population (or in some cases employment) and its disposal as reported by disposal facilities.

In order for the California Integrated Waste Management Board (CIWMB) and jurisdictions to more properly focus on successful program implementation, SB 1016 shifts from the historical emphasis on using calculated generation and estimated diversion to using annual disposal as a factor when evaluating jurisdictions' program implementation. Overall benefits of the new approach include:

- Focuses on diversion program implementation.
- Increases simplicity and timeliness of goal measurement.
- Allows for jurisdiction growth.
- Saves money and time by eliminating complex calculations.
- Increases CIWMB staff field presence.
- Adjusts CIWMB review schedule for compliant jurisdictions.

The new per capita disposal rate approach is not determinative of jurisdiction compliance. CIWMB will use per capita disposal as an indicator in evaluating program implementation and local jurisdiction performance. CIWMB's evaluation will be focused on how jurisdictions are implementing their programs.

Edit Instructions

1. Select "Edit".

2. Enter your adjusted annual disposal tonnage and/or Disposal Reduction Credits in the fields provided.

3. Select the "Save" button. Once you have completed the calculations, the check next to DR Calculation Section will turn green to indicate that you have completed the section.

Help for the External Annual Report Module of LoGIC

LoGIC Home > Affiliations > LoGIC External Home > Annual Report Home > DR Calculator

Disposal Rate Calculation: Alameda-Unincorporated (2007)

✘ DR Calculation Section ➡ Calculation Factors

LAMD Representative: Betty Fernandez

If the user does not believe the calculated per capita disposal rate below is accurate, one or more changes may be made. A jurisdiction that uses alternative values must explain why the values are more accurate in its annual report submitted to the Board.

Instructions

- Select 'Edit'.

- Enter your Disposal Reduction Credits in the spaces provided, then select 'Save'.

- Both your population-based and industry employment-based annual per capita disposal rates will automatically be calculated and displayed in the results section at the bottom of the sheet, along with your 50% equivalent per capita disposal target for population and industry employment. Your population-based rate will be highlighted below to improve readability. If you have any questions about your population-based and/or industry employment-based targets, please contact your LAMD representative.

- For a more thorough explanation of the new measurement system, go to Goal Measurement: 2007 and Later.

Please note:

- Changes to any reporting-year amounts must correspond to the **same** reporting-year used in this disposal rate calculation. **Please see ADC advisory**

- Any changes to the default numbers are in italic with yellow background.

Back   Edit

Reporting-Year Disposal Amount (tons):	101642
Disposal Reduction Credits (Reported):	
Disaster Waste (tons):	0
Medical Waste (tons):	0
Regional Diversion Facility Residual Waste (tons):	0
Out-of-State Export (Diverted) (tons):	0
Other Disposal Amount (tons):	0

← **Adjust numbers**

Total Disposal Reduction Credit Amount (tons):	0
Total Adjusted Reporting-Year Disposal Amount (tons):	101642
Reporting-Year Transformation Waste (tons):	18
Reporting-Year Population:	139043
Reporting-Year Employment:	712800

Reporting-Year Calculation Results (Per Capita)

	Population		Employment	
	Target	Annual	Target	Annual
Disposal Rate without Transformation(pounds/person/day):		4.0		0.8
Transformation Rate (pounds/person/day):	4.7	0.0	7.5	0.0
The Calculated Disposal Rate (pounds/person/day):	4.4	4.0	4.5	0.8

Results

Back   Edit

Help for the External Annual Report Module of LoGIC

The Reporting-Year Calculation Results (Per Capita) box located at the bottom of the Disposal Rate Calculation page displays your calculated 'Target' and 'Annual' disposal rates for both population and industry employment. The term 'Target' refers to the disposal rate that represents a per capita disposal rate approximately equivalent to the previous 50 percent diversion requirement. The term 'Annual' refers to the current Reporting-Year per capita disposal rate as calculated by dividing your jurisdiction's corrected Report-Year disposal by your jurisdiction's Report-Year population and industry employment. The 'Target' and 'Annual' rates are compared to each other and used as an indicator of the effectiveness of your programs.

Reporting-Year Calculation Results (Per Capita)

	Population		Employment	
	Target	Annual	Target	Annual
Disposal Rate without Transformation(pounds/person/day):		3.9		0.4
Transformation Rate (pounds/person/day):	3.7	0.0	7.3	0.0
The Calculated Disposal Rate (pounds/person/day):	**3.3**	**3.9**	**3.3**	**0.4**

Back Edit

Calculation Factors

Based on changes that may have been made to the Disposal Rate Calculation in the previous section, the two check boxes below may be automatically checked for you. If the reporting year disposal amount was changed, the alternative disposal tons box will automatically be checked. If a disposal reduction credit was entered, the 'deductions to DRS disposal tonnage' box will automatically be checked.

If the boxes are automatically checked you cannot change them unless you change the Disposal Rate Calculations back to their previous settings.

If you feel there is a need for reporting Alternative disposal tonnage or Deductions to DRS disposal tonnage and you have not made any adjustments to the Disposal Rate Calculation you may select these checkboxes. This will help LAMD staff identify documents to be submitted outside of the EAR.

Even if you have no changes to make you must still select "Edit" and "Save". This will complete the section and informs LAMD staff that you have read the page and are aware of any required or optional documentation.

Edit Instructions

1. Select "Edit"

2. Check boxes when appropriate.

3. Select the "Save" button. **You MUST select "Edit" then "Save" to complete this section even if there is no change to the information.** The check next to Calculation Factors Section will turn green to indicate that you have completed the section.

Disposal Rate Accuracy

The disposal rate accuracy section is the place to tell the CIWMB if there are any special circumstances pertaining to your jurisdictions disposal rate. Use this section to briefly describe the additional information you wish to send to the CIWMB related to your disposal rate. There is a link provided in the application for more information.

Edit Instructions

1. Select "Edit"

2. If you answer "Yes" you are required to provide more information in the space provided.

3. If you answer "No" more information is optional.

4. Select "Save' to complete the section. Once saved the check next to "DR Accuracy Section" will turn green.

Help for the External Annual Report Module of LoGIC

Planning Documents Assessment

Each jurisdiction is required to report on the adequacy of, or the need to revise its Source Reduction and Recycling Element (SRRE), Household Hazardous Waste Element (HHWE) and Nondisposal Facility Element (NDFE). If a jurisdiction determines that a revision to its SRRE, HHWE and/or NDFE is necessary, the annual report shall contain a timetable for making the necessary revisions.

Note: Before taking any action on the revision process, please contact your LAMD representative for further discussion and additional information.

Edit Instructions

1. Select "Edit"

2. Questions 1, 2 and 4 are required.

    a. If you answer "Yes" you are required to provide more information in the space provided.
    b. If you answer "No" more information is optional. This allows users to include updates to these planning documents. For more information, see Q &A #10 regarding the 5-Year Countywide Integrated Waste Management Plan (CIWMP) and Regional Agency Integrated Waste Management Plan (RAIWMP) Review Reports at http://www.ciwmb.ca.gov/LgLibrary/Policy/5YrReview/QandA.htm for more information (or contact your LAMD representative for questions).

3. Question 3 is optional.

4. Select "Save" to complete the section. Once saved the check next to "Planning Documents Section" will turn green.

Help for the External Annual Report Module of LoGIC

SRRE and HHWE Diversion Programs

Jurisdictions use the Diversion Programs Section to tell the CIWMB about progress achieved by--or challenges with--their diversion programs. The Diversion Programs Section has two modes, regular or EZ.

Whichever mode you choose, remember that strong programs are the key to a successful Board review. Whether your diversion programs were expanded to reach more customers, refined for greater efficiency, or dropped in favor of something more effective, the CIWMB wants to know. Be sure to carefully review your program listing and notes. Be sure to update all notes which are outdated.

- Diversion Programs (Regular): Update each program, moving through the individual program detail screens using the built-in navigational tools. Program detail screen allows you to add notes and tonnage information, add reason codes for dropped and previously dropped programs, and add or alter target sector information. This part of the EAR is unchanged since the onset of electronic filing.

- Diversion Programs-EZ: Automatically copies all of last year's status codes, target sectors and program ownership data into this year's report. Instead of moving through programs individually, you visit one page to enter tons for all diversion programs owned or operated by your jurisdiction. Once you save that information, Diversion Programs-EZ directs you back to this page. At that point, you review the "Information Incomplete" column to individually update any diversion programs still marked incomplete. You will need to select each such program, select the "Edit" button, and then select "Save," even if you are not adding notes (otherwise the red asterisk will remain)

  Additionally, upon returning to this page from using the EZ feature or the program by program mode, you can select any program from this screen to update (e.g., notes, status code) at any time.

When using Diversion Programs-EZ the CIWMB asks all jurisdictions to update program notes to reflect any significant program developments. Providing updates on major program changes is important because program status and updated notes are key factors in the CIWMB's Board Review.

Help for the External Annual Report Module of LoGIC

Diversion Programs Home Page

This page contains basic instructions along with a grid that provides a quick view of each program that must be updated in the Annual Report.

- The grid can be sorted ascending or descending by selecting the column heading.

- Each program has a red "*" next to it to indicate that the program has not yet been reviewed or is still considered incomplete. Each program has to be cleared of the red "*" before the SRRE and HHWE Diversion Program section is considered complete. To clear the red check select a program, update your program data if necessary and select "Save."

- A newly added program will have a red "*" in the new program column.

- You cannot delete an existing program.

- You may delete a newly added program.
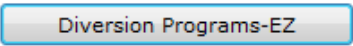
Help for the External Annual Report Module of LoGIC

Diversion Programs-EZ

This feature is designed to allow jurisdictions to quickly update the diversion tonnage information for programs that have been identified as owned or operated by the jurisdiction. This allows you to quickly update any tonnage for these programs and return to the SRRE and HHWE Diversion Programs page. From the SRRE and HHWE Diversion Programs page, you can then update the status codes, notes, etc. for any programs necessary.

1. Select the "Diversion Programs-EZ" button.

2. A list of programs with previous tonnage information. Tonnage information is required to be updated each year for each program.

3. Select "Edit".

4. Enter the Diversion Tons for each of the programs listed. If the amount is unknown enter 0.

5. Select "Save" to update these programs. The programs will no longer have a red "*" next to them on the SRRE and HHWE Diversion Programs page. To clear the remaining programs indicated as incomplete, you will have to select each program, select "Edit," and then select "Save," even if you are not adding tonnage or notes.

6. The "Reset" button will revert the numbers to the information last saved.

7. Select the "Back" button to return to the SRRE and HHWE Diversion Programs page.

8. Select any programs for which you would like to update the information (e.g., status codes, notes, tonnage). For each program, you will need to select the "Edit" button and "Save" when completed.

Help for the External Annual Report Module of LoGIC

LoGIC Home > Affiliations > LoGIC External Home > Annual Report Home > SRRE and HHWE Programs > SRRE and HHWE Program Detail (Diversion Programs-EZ)

Diversion Program Diversion Tons: Agoura Hills (2007)

Select Edit to enter tonnage data for your diversion programs, listed below. If tonnage data is not available, leave it blank.

You may sort your program data below in either ascending or descending alphanumeric order by selecting the individual column heading.

Diversion Tons updated successfully.

Back   Edit

PROGRAM CODE	PROGRAM NAME	DIVERSION TONS
1000-SR-XGC	Xeriscaping/Grasscycling	100.00
1020-SR-BWR	Business Waste Reduction Program	2.00
1030-SR-PMT	Procurement	0.00
1050-SR-GOV	Government Source Reduction Programs	3.00
2000-RC-CRB	Residential Curbside	0.00
2030-RC-OSP	Commercial On-Site Pickup	55.00
2050-RC-SCH	School Recycling Programs	0.00
2070-RC-SNL	Special Collection Seasonal (regular)	678.00
2080-RC-SPE	Special Collection Events	345.00
4060-SP-CAR	Concrete/Asphalt/Rubble	2222.00
5000-ED-ELC	Electronic (radio ,TV, web, hotlines)	567.00
5010-ED-PRN	Print (brochures, flyers, guides, news articles)	56.00
5020-ED-OUT	Outreach (tech assistance, presentations, awards, fairs, field trips)	12.00
6010-PI-EIN	Economic Incentives	11.00
6020-PI-ORD	Ordinances	78.00
9010-HH-MPC	Mobile or Periodic Collection	23.00

Diversion Tons updated successfully.

Back   Edit

Help for the External Annual Report Module of LoGIC

Add New Program

Input new waste diversion programs implemented by your jurisdiction during this report year. Also, enter programs that failed to show up on your PARIS readout.

1. Select the "Add New Program" button.

2. Enter the required information as indicated with the red "*".

3. Select "Save"

4. After you have selected "Save," you may select the "Back" button to return to the SRRE and HHWE Diversion Programs page.

5. Select "Edit" to adjust the information provided. You can also"Delete" to remove the new program, as needed.

Help for the External Annual Report Module of LoGIC

Update Program Information

Note: Jurisdictions are required to verify each program (e.g., status, notes).

1. Select the Program from the SRRE and HHWE Diversion Programs screen.

2. Select the "Edit" button.

Help for the External Annual Report Module of LoGIC

3. If there are no changes, select "Save" to indicate that you have reviewed the updated information. Otherwise, update the information as needed and then select "Save".

4. Once saved, you can navigate to the next program. This screen does not filter the program list. The next program may have been updated through the Diversion Programs-EZ. The Next and Previous links go to the next sequential program.

5. After all the programs have been updated, the check next to the "Diversion Programs Section" at the top of the SRRE and HHWE Diversion Programs screen will turn green.

Areas of Concern / Conditional Approvals

In this section, each jurisdiction with a planning document (e.g., SRRE, HHWE, NDFE, CSE and SP):

- for which the CIWMB identified an area-of-concern at the time it was approved or conditionally approved, may address the concern in its Annual Report. Once the concern has been adequately addressed by the jurisdiction, it no longer needs to be addressed in subsequent Annual Reports.

- that was conditionally approved by the CIWMB, shall discuss how it has met the conditions in its Annual Report. The conditions are listed in the Resolution in which the CIWMB conditionally approved the planning document. The Resolution is attached to the Notification letter sent to a jurisdiction pursuant to PRC section 41810. Once the conditions have been adequately addressed, they no longer need to be addressed in subsequent Annual Reports.

Since the planning documents were approved so long ago, this generally will only apply to newly incorporated cities (e.g., those that would be going through the planning document review and approval process).

Edit Instructions

1. Select "Edit"

2. If you answer "Yes" to either question you are required to provide more information in the space provided.

3. If you answer "No" more information is optional.

4. Select "Save' to complete the section. Once saved the check next to "Areas of Concern Section" will turn green.

Help for the External Annual Report Module of LoGIC

LoGIC Home > Affiliations > LoGIC External Home > Annual Report Home > Areas of Concern / Conditional Approvals

Areas of Concern / Conditional Approvals: Agoura Hills (2007)

✗ Areas of Concern Section ➠ Additional Info   LAMD Representative: Danielle Aslam

Back   Edit

Areas of concern

1. Did the Board require your jurisdiction to address any areas of concern when determining the adequacy of your solid waste planning documents, or any of their elements?
   ○ Yes. Below, discuss the actions taken to address the areas of concern.
   ○ No.

Conditional approvals

2. Did the Board give conditional approval to any of your solid waste planning documents, or any of their elements?
   ○ Yes. Below, discuss the actions taken to gain full approval of the plan/elements.
   ○ No.

Back   Edit

Help for the External Annual Report Module of LoGIC

Additional Information

Use this section if you wish to provide the CIWMB any additional information related to your Annual Report.

Edit Instructions

1. Select "Edit"

2. If you answer "Yes" you are required to provide more information in the space provided.

3. If you answer "No" more information is optional.

4. Select "Save' to complete the section. Once saved the check next to "Additional Information" will turn green.

Large Venues and Events

Activities at venue and events can generate a significant amount of waste in a short period of time. Results released in 2006 of a study of 25 different venues and events in California indicated that on average 2.44 pounds of waste is generated per visitor, per day. Addressing this issue Governor Schwarzenegger signed AB 2176 (Montanez, Chapter 879, Statutes of 2004) into law targeting mandatory planning for the reduction of waste generated at venues and events. The law requires the largest venue facilities and events (as defined) in each city and county to plan for solid waste reduction and upon request, report information regarding their waste reduction efforts to their local jurisdiction.

Cities and counties in California and State-owned or operated facilities also have waste reduction mandates that they must fulfill and maintain. Thus, they are increasingly looking to find ways to assist in reducing waste at the venues and events held at their facilities or located within their boundaries.

Note: You are required to list (or copy) each venue/event that happened in your jurisdiction each year. Past year venue/event information is not automatically brought forward to the current reporting cycle.

Help for the External Annual Report Module of LoGIC

LoGIC Home > Affiliations > LoGIC External Home > Annual Report Home > Venue/Event Home
Large Venues and Events Home Page: Agoura Hills (2007)

✗ Venues/Events Section ➡ Submit Confirmation   LAMD Representative: Danielle Aslam

To encourage waste reduction at large venues and events, the Legislature enacted AB 2176 (Montanez, Statutes of 2004), which added Public Resources Code (PRC) Section 42648. A brief summary of key provisions of the statute is provided below. Please refer to the complete text of the statute if you have additional questions.

This law requires local agencies to:

- Provide specified waste reduction information when issuing a permit to operators of large venues and large events, as defined.

- Determine the top ten percent of large venues and large events in their boundaries, by waste generation.

- Report solid waste reduction, reuse, recycling, and diversion programs of those large venues and events, including tonnages, beginning with their 2005 CIWMB Annual Report.

In addition, this law requires operators of large venues and events to develop and implement solid waste reduction, reuse, and recycling programs and report on the progress of developing and implementing those programs to the local agency in which they are located, upon request of the local agency.

Regional agencies are allowed to determine the top ten percent of all venues/events within the agency, instead of within each agency's member jurisdictions.

Each city, county, and regional agency is required to report in their annual report the diversion activities and tonnage occurring at the top 10 percent of large events and venues, based on the amount of solid waste generated. The CIWMB will use this information to report to the Legislature the waste diversion progress of large events and venues.

The Venue / Events are independetly reported for each year. Past venues or events are not automatically assigned to the current year.

Check to report no venues

Add/Copy Venues/Events

To add a new venue or event, select the 'Add Venue/Event' button and enter the information as requested. To copy information from a venue/event entered in a previous year's EAR, select the 'Copy Venues/Events from Previous Years' button.

[Add Venue/Event]

[Copy Venues/Events from Previous Years]

If there are no new reportable venues or events for this year and there are none from prior years that continued this year, check the box below to complete this section.
Checking the box will immediately mark this section complete.
Use the "Add Venue/Event" button above to add new venues or events or the "Copy Venues/Events from Previous Years" button to copy venues/events from prior years.

☐ No reportable venues/events operated this year

Help for the External Annual Report Module of LoGIC

Large Venues and Events Sections

For each venue or event there are several pieces of information that must be completed. Once you choose to Add or Edit a venue you will be taken to a set of screens that contain information specific to that venue.

You can navigate between the screens using the page tabs located at the top of the form. You can return to "Large Venues and Events Home Page" by selecting the Venue/Event Home tab.

Once each of the sections has been complete the check next to "Venues/Events Section" will turn green indicating that you have completed the requirements.

- Basic Information
- Practices
- Material Types
- Programs

No Reportable Large Venues and Events

This check box is used to allow the jurisdiction to indicate that there were no reportable venues/events in their region during the reporting cycle. Please be aware that all venues/events are reported independently each year.

If you select this box the check mark next to "Venues/Events Section" will turn green indicating you have completed this section.

Once selected the "Add Venue/Event" and "Copy Venues/Events from Previous Years" buttons will be dimmed and not selectable.

You may unselect the check box which will restore the buttons and reset the check mark next to "Venues/Events Section" back to red indicating the section has not been completed.

Help for the External Annual Report Module of LoGIC

Copy Venues/Events

Due to the fact that some of the venue or event information may change over time a record for each year is kept for historical reasons. When selecting a year to copy information you should select the year that most closely represents the event for the current reporting cycle.

Note: Do not select the same event from multiple years or you will end up with duplicate events.

1. Select the "Copy Venues/Events from Previous Years" button on the Large Venues and Events Home Page.

Copy Venues/Events from Previous Years

2. Select a year from the drop down box to get a list of events for that report year.

LoGIC Home > Affiliations > LoGIC External Home > Annual Report Home > Venue/Event Home > Copy Venues/Events
Copy Venues/Events from Previous Years: Agoura Hills (2007)
Select a report year to display a list of venues/events from that report year that you can copy to this year. Important: Not all venues/events may have been properly transferred to the 2006 report. Check all prior years for venues and events to copy to the current report.
Select a year ▾

3. Check each venue you would like copied into the current report cycle.

4. Select the "Copy to this year" button.

LoGIC Home > Affiliations > LoGIC External Home > Annual Report Home > Venue/Event Home > Copy Venues/Events
Copy Venues/Events from Previous Years: Agoura Hills (2007)
Select a report year to display a list of venues/events from that report year that you can copy to this year. Important: Not all venues/events may have been properly transferred to the 2006 report. Check all prior years for venues and events to copy to the current report.
2005 ▾

Select the box to the left of the name of each venue or event you want to copy to the current year report. Then select the 'Copy to this year' button to copy all the selected venues and/or events to the current year report. This action will copy the venues/events recorded information, except for disposed and diverted tons, and return you to the 'Large Venues and Events' page.

You must then individually select each venue/event copied, and enter the data for the disposed and diverted tons for the current reporting year. You may also make any other required edits at this time, such as new programs or added material types.

To copy additional venue/event information from another year, select the 'Copy Venues/Events' button again and repeat the procedure.

Copy to this year

	NAME	PHYSICAL ADDRESS	MAILING ADDRESS	EVENT TYPE	WEBSITE
☐	Test 1	123 Main
Agoura Hills, CA 90123	123 Main
Agoura Hills, CA 90123	Amusement Park	
Page 1 of 1					Count: 1

5. After the copy is complete the venue/event will be listed at the bottom of the "Large Venues and Events Home Page".

6. Once the copy is completed you will be required to update the "Solid Waste Practices" information before the venue record is completed.

Help for the External Annual Report Module of LoGIC

Add and Edit Venues/Event

1. Select the "Add Venue/Event" button located on the "Large Venues and Events Home Page".

2. Once you have entered all the supporting information for a venue/event the check next to "Venues/Events Section" at the top of the "Large Venues and Events Home Page" will be green indicating the section is completed.

Add Venue Basic Information

1. Enter all the required information as indicated by the red "*".

2. Select "Save" to complete the page.

3. If you select "Venue failed to supply information/refused to cooperate" then you do not have to complete the information on the remaining tabs.

Help for the External Annual Report Module of LoGIC

Edit or Delete Venue/Event

There may be a need to edit or update venue/event information. If you copied a venue or event from a previous year you must update the "Solid Waste Practices" section.

1. Select the name of the event from the list at the bottom of the "Large Venues and Events Home Page".
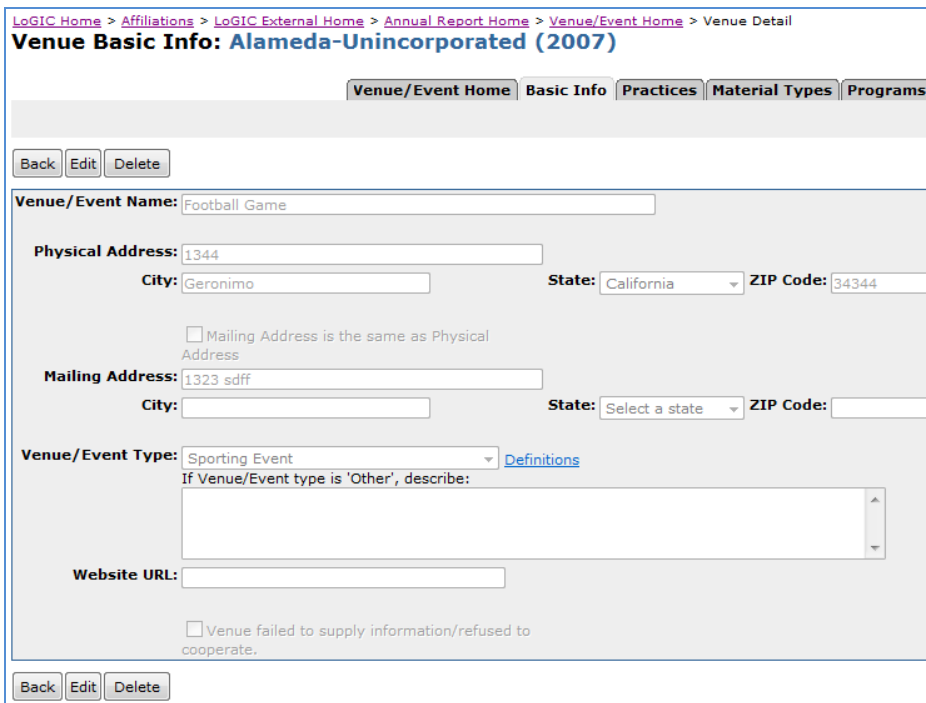
2. On the Venue Basic Information tab select "Edit" to update the venue information such as the address or type.

3. Select "Save" to complete the page.

Delete Venue/Event

There may be a need to delete a venue or event that no longer exists or reports for the jurisdiction.

1. Select the name of the event from the list at the bottom of the "Large Venues and Events Home Page".

2. On the Venue Basic Information tab select "Delete"

Help for the External Annual Report Module of LoGIC

3. A message will appear asking whether you want to delete the venue/event. Select "Confirm" if you wish to delete the venue/event or "Cancel" if you change your mind and do not wish to delete it.

Help for the External Annual Report Module of LoGIC

Add and Edit Venue/Event Supporting Information

Practices

1. Select the "Edit" button.
2. Complete the required information as indicated by the red "*".
3. If you answer "Yes" to the first question more information is required in the note section.
4. Select "Save" to complete the page.

Material Types

1. Select the "Edit" button.
2. Select the types of solid waste generated or diverted at the event by placing a check in the appropriate boxes.
3. Select "Save" to complete the page.

Help for the External Annual Report Module of LoGIC

Help for the External Annual Report Module of LoGIC

Programs

1. Select the "Edit" button.
2. Place a check next to the types of programs used at the event.
3. Select "Save" to complete the page.

Help for the External Annual Report Module of LoGIC

LoGIC Home > Affiliations > LoGIC External Home > Annual Report Home > Venue/Event Home > Programs

Programs: Agoura Hills (2007)

| Venue/Event Home | Basic Info | Practices | Material Types | Programs |

[Back] [Edit]

Use the check boxes to indicate the types of programs at this large venue or event. Program Descriptions

	PROGRAM CODE	PROGRAM NAME
☑	1000-SR-XGC	Xeriscaping/Grasscycling
☐	1010-SR-BCM	Backyard and On-Site Composting/Mulching
☐	1020-SR-BWR	Business Waste Reduction Program
☐	1030-SR-PMT	Procurement
☐	1070-SR-OTH	Other Source Reduction
☑	2030-RC-OSP	Commercial On-Site Pickup
☐	2040-RC-SFH	Commercial Self-Haul
☐	2080-RC-SPE	Special Collection Events
☐	2090-RC-OTH	Other Recycling
☐	3020-CM-COG	Commercial On-Site Greenwaste Pick-up
☐	3030-CM-CSG	Commercial Self-Haul Greenwaste
☐	3040-CM-FWC	Food Waste Composting
☐	3070-CM-OTH	Other Composting
☐	4020-SP-TRS	Tires
☐	4040-SP-SCM	Scrap Metal
☐	4050-SP-WDW	Wood Waste
☐	4060-SP-CAR	Concrete/Asphalt/Rubble
☐	4100-SP-OTH	Other Special Waste
☐	5000-ED-ELC	Electronic (radio ,TV, web, hotlines)
☐	5010-ED-PRN	Print (brochures, flyers, guides, news articles)
☐	5020-ED-OUT	Outreach (tech assistance, presentations, awards, fairs, field trips)
☐	5040-ED-OTH	Other Public Education
☐	8000-TR-WTE	Waste To Energy
☐	8010-TR-BIO	Biomass
☐	8030-TR-OTH	Other Transformation

Page 1 of 1   Count: 25

[Back] [Edit]

Confirmation of Intent to Submit

Once all the sections have been completed the "Submit Annual Report" button will be visible. Once you select the submit button you will receive an email confirming the submitted report and you will no longer be able to make changes. If you need to modify your submitted EAR you need to contact your LAMD representative.

When you log back into LoGIC the status for the EAR will have changed to "Submitted".

LoGIC Home > Affiliations > LoGIC External Home > Annual Report Home > Submit Annual Report

Confirmation of Intent to Submit: Alameda-Unincorporated (2007)

LAMD Representative: Betty Fernandez

Are you sure you want to submit this Annual Report?

You have indicated you are ready to submit your jurisdiction's official annual report to the Board. After you do that, you will still be able to visit this site and review the information submitted, however, you will no longer be able to change that information. Please print a copy of your final version for your records.

If you submit your electronic annual report, and later you realize the information is not correct or complete, contact your Local Assistance and Market Development (LAMD) representative as soon as possible. If you have experienced technical difficulties or have questions about this report, please contact your LAMD representative before submitting.

When you click the button labeled "Validate Annual Report," the Electronic Annual Report system checks your report against the Board's completeness criteria. If information was omitted, the system presents the validation screen, which helps you locate the missing information. If the report is complete, then you will be given the opportunity to submit.

When you click the button labeled "Submit Annual Report," the validation still occurs; however, if the report is complete, then it will be automatically submitted to the Board.

Once you submit your electronic annual report, your LAMD representative will review it and contact you if there are any questions. If the electronic annual report summary page indicates that you must submit additional forms on paper, such as those required for alternate adjustment factors or alternate disposal tonnage it is your responsibility to complete those forms and to send them to the Board within the provided timeframe.

Your electronic annual report will be one of the primary documents (but not the only document) used by the Board during the Board review to determine your jurisdiction's compliance with the Integrated Waste Management Act. Treat it with the same care you would treat any official document you file with the Board.

All sections are complete!

✓ Rural Petition for Reduction in Requirements

✓ Newly Incorporated Cities

✓ Disposal Rate Calculation

✓ Calculation Factors

✓ Disposal Rate Accuracy

✓ Planning Documents Assessment   **Completed Sections**

✓ SRRE and HHWE Diversion Programs

✓ Summary Plan Assessment

✓ Siting Element Assessment

✓ Areas of Concern / Conditional Approvals

✓ Additional Information

✓ Large Venues and Events

Yes, I want to send my jurisdiction's official 2007 Annual Report to the CIWMB!

[Submit Annual Report] ⟵ **Submit button is visible only if all sections are green which indicates they are complete.**

Thank you for saving paper and using the electronic annual report!